

Silba

Initiative for Dialogue and Democracy



General Assembly

18th of November

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Agenda for the 18th of November

1. Election of chairman, keeper of the minutes and counting assistants.
2. Report by the President
3. The Financial Manager will present the already audited and submitted accounting.
4. Consideration of political and organisational proposals:
 - a. Strategy towards 2025
 - b. Code of conduct
 - c. Position paper
5. Consideration of proposed amendments of the articles of association.
6. Determination of preliminary budget and individual membership fees for the following year
7. Elections of the main board:
 - a. Election of President
 - b. Election of Vice President
 - c. Election of Financial Manager
 - d. Election of Head of the International Projects (IP Manager)
 - e. Election of Head of the Elections Observation Missions (EOM Manager)
 - f. Election of Head of Community Department
 - g. Election of Head of Communications Department
 - h. Election of two non-executive members (committee managers and members)
 - i. g) Election of two deputies for the main board.
8. Election of two members for the positions as internal auditors.
9. Election of auditor.
10. Other matters.

Program for the weekend

Friday 17th

16.00-19.00: Check-in for the sleeping facility
Address: Dahlerupsgade 5. St., København V

Please note:

1. The sleeping facility is only for the people who noted it in their registration and were informed by the GA-Team, that they have sleeping arrangements.
2. There is only one bathroom and no showers on site. Guests wishing to shower are kindly invited to main board member, Kristoffer Gadeberg's apartment where showers will be available.

Saturday 18th.

12.00-12.10: Registration opens at Café Globen, Turesensgade 2B, 1368 København K.

12:10-12:30: Introductory remarks and welcome. Including the presentation by the President.

12:30-13:00: Presentation and greeting by our Egyptian partners.

13:00-13:15: Election of a chair of the Assembly, minute-taker and counting assistants.

13:15-13:35: The financial manager presents the audited financial report of 2022.

13:35-13:45: 10-minute break

13:45-15:00: Consideration of proposed amendments to the Articles of Association.

15:00-15:10: 10-minute break

15:10-16:25: Consideration of political and organisational proposals and papers.

16:25-16:30: 5-minute break

16:30-16:40: Determining the individual membership fee for the following year.

16:40-17:40: Elections of the main board.

17:40-17:50: Election of internal auditors and external auditor.

17:50-17:55: Other matters

17:55-18:00: Adjournment

18.00- Evening program – to be announced

Sunday 19th.

14.00: Check out of the accommodation at 14.00

Practical information

Location

The location for this year's General Assembly is at Café Globen, Turesensgade 2B, 1368 København K. The evening program is taking place somewhere else, which will be announced later when it is completely settled.

Food and refreshments

Included in the ticket to the General Assembly is both lunch and dinner as well as refreshments. When you arrive at the General Assembly, lunch will be served. Throughout the day refreshments will be provided and beers/soda can be bought in the bar. Silba will provide dinner in the evening those attending the evening program.

Sleeping arrangements

Silba provides sleeping arrangements for up to 10 people. This will be reserved for those coming from far away and who have been informed with their registration that they are granted a spot. Bathroom facilities are not provided but it is possible to shower at main board member, Kristoffer Gadeberg's apartment. Other participants are welcome to find their own accommodation or go home after the program is over.

Alcohol policy

The venue only serves alcohol to people over the age of 18.

Code of Conduct

The current Code of Conduct is available at: <https://www.silbadk.com/code-of-conduct>
Please read the Code of Conduct prior to attending the General Assembly.

Elections

If you wish to run for the main board it is possible to put forward your candidacy until the election at the General Assembly.

Reimbursement

To get reimbursed for transport, these requirements should be fulfilled:

- Send receipts and an expenditure sheet to finance@silba.dk, no later than two weeks after the General Assembly.

- A transportation fee will only be refunded if the ticket is purchased 7 days in advance of the event, and as a general rule, Silba covers up to the cost of a DSB youth ticket/Ungbillet.
- Receipts will be reimbursed after the first come, first served principle – and reimbursement may take up to 3 weeks to process. Please use the expenditure sheet template attached to the mail.

Procedures

Voting procedure

1. Simple majority decides the votes except for amendments to the Articles of Association which must be passed with a 2/3 majority.
2. Elections with more than one nominee must be conducted through a written ballot.
3. Voting rights and electability at the general assembly are bestowed to all who have paid the membership fees within the past 12 months up to and including the day of the general assembly.
4. A written ballot must be used for voting if requested by at least one the attendees who are entitled to vote or if decided by the chairman.

Proposals, agenda and other

5. Proposals for discussion at the general assembly under items 4, 5 and 6 of the agenda must be submitted to Silba's secretariat no later than ten days before the general meeting and must no later than eight days be sent via email to the voting members, provided they have given their e-mail address.
6. At the same time as the notice to the general assembly, a draft agenda must be provided to the members. Members can send agenda requests no later than ten days before the general assembly. The final agenda will be sent to the members eight days before the general assembly.
7. If doubt arises during the General Assembly, it will be up to the meeting conductor to decide the procedure.

Appendix 1: Proposed budget 2024

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Budget 2024			
Categories	Expences	Categories	Income
Fixed costs		Fixed income	
Webpage	kr. 5.500,00	Membership	kr. 27.525,00
Insurance	kr. 22.000,00	EOM	kr. 20.000,00
CISU	kr. 750,00	Administrational income: (IPs)	kr. 30.000,00
DUF	kr. 4.500,00	Subtotal	kr. 77.525,00
Globalt fokus	kr. 550,00		
Subtotal	kr. 33.300,00		
Administrative			
Banking fees	kr. 3.828,00		
Foreningsadministrator	kr. 3.700,00		
External auditing (Trekroner Revision A/S)	kr. 30.000,00		
Nem-tilmeld	kr. 0,00		
e-economics	kr. 4.500,00		
Email - simply.com	kr. 1.500,00		
Subtotal	kr. 43.528,00		
Local boards			
SILBA Copenhagen	kr. 5.000,00		
SILBA Rokilde	kr. 5.000,00		
SILBA Odense	kr. 5.000,00		
SILBA Sønderborg	kr. 5.000,00		
SILBA Aarhus	kr. 5.000,00		
Subtotal	kr. 25.000,00		
Main Board and Committees			
Meetings	kr. 6.000,00		

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Travel cost for MB	kr. 5.000,00
Travel costs for Committees	kr. 3.000,00
Education(transport), capacity building	kr. 5.000,00
Subtotal	kr. 19.000,00
Leadership	
Representation and meetings	kr. 4.000,00
Travel reimbursement	kr. 3.000,00
Subtotal	kr. 7.000,00
International Department	
EOM	kr. 20.000,00
EOM meeting and travel reimburstments:	kr. 5.000,00
IP meeting and travel reimbursement	kr. 5.000,00
Subtotal	kr. 30.000,00
General Assembly	
GA Cost / arrangment of materials, and food	kr. 3.000,00
GA Rent of venue	kr. 12.000,00
GA travel reimbursement	kr. 5.000,00
Subtotal	kr. 20.000,00
Community Department	
Community Department meeting costs	kr. 5.000,00
Visiting the branches	kr. 1.500,00
National events:	kr. 5.000,00
Participation in conferences, events and happendings	kr. 2.000,00
Campaign: Recruitment / highschool visits.	kr. 5.000,00
Capacity building: Of vouleunteers	kr. 5.000,00
Capacity building of the main board.	kr. 2.500,00
Cabin trip: All costs (food, rent)	kr. 7.500,00
Subtotal	kr. 33.500,00
Communication Department	
Digital advertisement and CANVA	kr. 4.000,00
Digital Advertisement:	kr. 2.000,00
Promotional materials (pamphlets, networking)	kr. 5.000,00
Merchandise	kr. 2.500,00
Subtotal	kr. 13.500,00
Grand total:	kr. 224.828,00

Appendix 2: Proposed Strategy towards 2025

Strategic Goals

This strategy will form the framework for Silba's work until the general meeting in autumn 2025. Within each strategic objective, a number of work areas have been defined. The five areas of action are as follows:

1. Sustainable operation of the organization and a stable financial foundation
2. Strong local branches with more core volunteers
3. Increased value for the members in the ways in which they can get involved in the organization
4. Outreach to and focus on democratic formation of a younger target group
5. A strengthened international youth-to-youth work with a clear strategic focus

The strategy was adopted at Silba's general assembly on Saturday 18 November 2023.

Introduction

Silba – Initiative for Dialogue and Democracy is a non-partisan and non-profit youth organisation which aims to strengthen democratic dialogue, institutions and organisations. Founded in 1994, we organize local and international activities, with a main focus on election observation missions, long term international projects and local engagement.

Purpose of the organization

- To promote dialogue and establish cultural ties across the world
- To support democratic participation and strengthening of civil liberties throughout civil society
- To convey a nuanced picture of nations in which Silba is involved in Silbas home nation

Value Compass

- Initiative: We take initiative to make an impact!
- Dialogue: We do dialogue!
- Democracy: We do democracy!
- Community: We are a community with local roots and global reach!



Sustainable Development Goals

Silba has activities and works within the following Sustainable Development Goals:

- Goal 4: Quality Education
- Goal 16: Peace, Justice and Strong Institutions
- Goal 17: Partnerships for the Goals

Mission and area of work

Silba is working with the following mission.

1. To increase youth in Denmark's knowledge of democratic procedures, such as elections and active participation in society.
2. To increase the youth in Denmark's knowledge and interest in democratic development, political systems and democratic realities worldwide, and thus better qualify them to have expert knowledge.
3. To mobilize communities in Denmark and internationally for volunteers who are interested in democracy
4. To strengthen the democratic education of young people in Denmark and promote free, constructive, democratic dialogue
5. To offer youth in Denmark the opportunity to learn through personal experience, by organizing international partnerships and exchanges of 'best practices'.

Silba is working with the following core activities.

1: Election Observation Missions

EOMs is a core activity to support strong democratic institutions with free and fair elections. Silba members are stationed at different polls to observe and note potential problematic procedures and fraud. The missions also include an insight into the history, culture, people, and political system of the country.

2: Partnership Projects

Silba is engaged in various international projects: Moldova, Georgia, Belarus, Argentina, Zimbabwe and Egypt. The overall purpose of the projects is to cultivate a democratic culture and a strong civil society within the country as well as constructive dialogue across national borders. All projects are peer-to-peer meaning that they are driven by the youth for the youth to ensure an even better future.

3: National Initiative

We are a national community with local roots and international reach. Therefore, a major part of our commitment is based at the local branches across the country. The local boards organize academic and social events aimed at youth - both Danish and international. We cooperate with other youth organizations to encourage ties with like minded citizens in the neighborhood.

Priority areas up until 2025

Priority area 1

Sustainable operation of the organization and a stable financial foundation

As an organisation, Silba has relatively strong experience and organization behind it. The organization has a strong democratic basis, which must be further strengthened by writing down operational procedures and best practices. In addition, work must be done to strengthen the democratic structures in Silba (including the general assembly and the work processes of the board). These processes must take place continuously and with the main board as the driving force. The board can be regularly advised by the Danish Youth Council (DUF) and external experts and former board members, just as an inclusive process must be opened for the members for open discussion about the association's strategic development and progression as well as work areas. This is the first step in making the development towards becoming grant-eligible for the Danish Youth Council's operational support more likely. In addition to working towards enabling operational support from DUF, it will be a priority to achieve major fund collaborations in the current strategy period to secure the organization's future. In order to secure these funds the national board should focus on establishing a financial committee that works with ensuring local and national funding.

Priority area 2

Strong local branches with more core volunteers

Silba's local branches are the organization's foundation. These must therefore be further strengthened in their activities through upskilling in, among other things, membership recruitment and the holding of meaningful events that are in line with Silba's mission and vision.

The local boards must be supported in seeking financial support from other financial sources outside Silba's national budget. In addition, the local boards must have the right tools to ensure sustainability and to make sure that experience accompanies the changing boards. A handbook must be created in collaboration with the local councils and the exchange of experience supported. As Silba implements a Code of Conduct, this must also be implemented in the local associations, so that Silba is connected from the national to the local level. With reference to this we also aim at ensuring better communication and information flow vertically and horizontally, to strengthen ties within the organization as a whole.

Priority area 3

Increased value for the members in the ways they can be involved in the organization

In order to create increased value through several engagement channels, work must be done to develop national, local, online and hybrid events and initiatives. The events can have the character of political events as well as events of a more social nature. In Silba, we should be encouraged to make informal events, as well as happenings to raise awareness of Silba's vision, mission and purpose. Silba should continue seeking additional ways to add value for its members. Furthermore, Silba's events must increase interest in participation in general and thus also interest in active participation in organizational democracy.

Priority area 4

Outreach to and focus on democratic formation of a younger target group

During this strategy period, work must be done actively to do outreach to a younger target group with a view to also creating the foundation to contribute to the democratic formation of the next generation. This is also done in recognition of the fact that the active and enlightened youth are getting younger and younger. The association will therefore prioritize creating the framework for younger volunteers to participate in Silba. In addition, national campaign activities could do outreach to, for example, youth education institutions. This will also entail an increased prioritization of communication as well as a series of introductory events, so that new members

are introduced to ways of getting involved in Silba. In addition, engaging events are created - just as it will be revealed how Silba can be relevant for events (with a democratic aim) that are already held in schools etc., so that synergy can be created for these. The local boards should be encouraged to recruit new volunteers in schools with students from the age of 16.

Priority area 5

A strengthened international youth-to-youth collaboration with a clear strategic focus

Silba's long-term international projects must be developed and have a sharpened strategic focus on working with democracy and dialogue - the two main tracks in Silba's work. The election observations have a high priority to be carried out on a large scale - and there is also a focus on conducting election observation on Danish soil during the strategy period. The two core international activities, respectively the election observations and the longer term projects, overall work of the association (and especially the local branches) and vice versa. Across the activities, there is a focus on upskilling the volunteers who take part in the projects, as well as building a sustainable volunteer base. The knowledge that Silba obtains from the international work must contribute to Silba positioning itself as a strong knowledge actor, especially within specific regional knowledge about the contexts in which we work. In addition, there must be an increased focus on creating information activities (engagement of Danish young people) based on the knowledge of the projects - as well as to strengthen the local-global link and thus ensure that the international work contributes to the overall work of the association (and especially the local branches) and vice versa.

Appendix 3: Proposed Code of Conduct

Silba code of conduct

Silba is a cross political youth organization. We are together in many different circumstances. Silba strives to be a safe space for all our members with a comfortable and safe environment for both social and academic events. The following are the general guidelines and procedures for the conduct in Silba.

Guidelines on common courtesy: Silba is an open community with space for everyone.

- All must show each other respect and accept each other's differences and personal boundaries.
- We do not tolerate hateful comments/actions based on, sexuality, religion, sex, gender, race, ethnicity, nationality, political convictions, and similar matters of a personal nature.

National trustee and the head of the conduct committee

The trustee has the responsibility for coordinating the handling of cases relating to the conduct of members as well as being the national trustee. Inquires on this matter may be directed to the trustee.

- The general assembly appoints the head of the conduct committee.
- The role as national trustee involves handling cases related to Silba's code of conduct at national activities, ensuring that there is a safe environment around Silba's national events, and be someone that members can talk to in confidence in case they have experienced something that has crossed their personal boundaries in a Silba context.

Committee construction: The conduct committee shall consist of 1 representative from each local branch, who has the role of local trustee.

Examples of behavior that goes against the code of conduct can be:

- Treating people without a basic level of respect.
- Situations where a person feels that their boundaries have been crossed without them issuing positive consent to whatever caused it.
- Offensive language and comments – with the fact in mind that people are affected by different things.
- Peer pressure or coercion.
- All forms of sexual harassment.
- All forms of violence.

If a committee member is involved

In the case that a member of the conduct committee are themselves involved in an ongoing case, this is grounds for incapacity, and the person shall excuse themselves from the handling of the case. In such a scenario, the branch in question will not send a substitute to the handling of the case.

The general conduct in Silba

- Should a member experience a situation that makes them unsafe in relation to Silba, they can choose to contact their local trustee, or the national trustee.
- If a member feels unsafe in contacting their local trustee or the national trustee, they are advised to contact the president or another member of the mainboard.

Who are responsible for creating a safe environment?

Locally:

The local trustee has the principal responsibility for ensuring that the local branches are a safe and pleasant space, and that the code of conduct is followed. In case the local trustee is not available, the local board has collective responsibility for making sure that this is the case.

Nationally:

Safety-responsibles:

- The conduct committee shall at each national event appoint 2 safety-responsibles. These must be of different sexes and at least 1 has to be a member of a local board or the mainboard.
 - The safety-responsibles must ensure that the code of conduct is followed during the event – ensuring a safe environment at the event.
 - The safety-responsibles have full mandate to act in such a way as to ensure this at the event, including limited sanctions such as issuing warnings, forbidding alcohol to individual participants, or banishing a participant from the event.
 - Members who have been sanctioned in such a way, can always issue a complaint over their treatment which will be judged by the conduct committee.
- All safety-responsibles and trustees have a duty of confidentiality in conduct related cases.
- If a trustee or appointed safety-responsible judges a member's behavior to be in conflict with the code of conduct, it is their responsibility to bring this before the conduct committee, who will then determine what is to be done.
 - With the consent of the people involved the trustee/safety-responsible may bring forth relevant information said in confidence.
- Trustees and safety-responsibles are always allowed to spar with the conduct committee about an ongoing case.

Ethics at National events

There is a common responsibility to create the conditions for a community that everyone can be a part of and feel safe in. This means the following:

- At every event that involves sleeping in, the code of conduct must be sent out per mail to all participants ahead of the event. The event will begin with a reference to what is considered good behavior, and that bad behavior will be sanctioned in accordance with the code of conduct.
- Sleeping arrangements: Generally speaking, we do not use gender segregated sleeping rooms or toilets at national events, but should a member wish it this will be made possible as long as it is doable.

Sexual relations

We strive to create a healthy consent-based culture concerning sexual relations between members.

This culture is based on the following principles:

- Members should avoid having sexual relations with other members, that have a behavior which indicates them being in an unstable mental condition: this can be if they are excessively drunk or emotionally upset.
- Sexual relations should not be of nuisance to other members.
- Members of the leadership (mainboard and trustees) as well as speakers in Silba shall avoid engaging in sexual relations with members under 18 years of age. That means that local chairs are not allowed to sleep with members of their local branch that are under the age of 18 and that members of the main board are not allowed to sleep with any members under the age of 18.
- With basis in Danish criminal law's article 233, it is illegal to have sexual intercourse and a like with adolescents under the age of 18 who you are "entrusted with raising", or where the sexual relation is a result of severe abuse of age difference and experience in the organization. Failure to comply with this law can result in a prison sentence of up to 4 years.

Policy concerning alcohol and drugs

Alcohol

We strive to create a healthy culture around the consumption of alcohol based on the following principles:

- Alcohol should be a choice. Strive for there to be non-alcoholic alternatives.
- At all national events there will be a minimum of 2 sober safety-responsibles that you can contact if you feel unsafe, unwell or need help in any other way.
 - They shall stay sober the entire party.
 - They can go to bed with permission from the organizers, they however have to be available for the whole night.
 - A minimum 1 of the sober safety-responsible has to be a member of the main board or a local board.
 - 1 of them also must have a driver's license and a car made available to them.

The organizers of the event are responsible for these guidelines being kept.

Drugs

There is zero-tolerance policy for the use of drugs in Silba, unless they are for medical use. The legal basis for this being the Danish law on drugs article 2(3). In case of medical use a medical certificate has to be presented to the organizers at the event.

- It is not allowed to bring, consume or be under the influence of any forms of drugs, including weed or nitrous oxide at Silba events.

Course of action

In case that you have experienced actions that fail to comply with the code of conduct, you can contact the conduct committee or your local trustee, who will handle any potential breaches.

Sanctions in case of breaches of the code of conduct

The organizers and safety-responsibles can use sanction in relation to the event that they are responsible for. More severe sanctions are handled by the conduct committee. Sanctions can however be appealed to the local board, and then to the main board, if the member in question wishes it. In case of the breach happening at a national event, the appeal goes straight to the main board.

The sanctions available at a particular event can consist of:

1. Warnings.
2. Prohibition on alcohol for the individual in question.
3. Banishment from the event with no refunds.

Further sanctions from the conduct committee, of a more severe character:

- Exclusion from Silbas social media groups
- Temporary exclusion from Silba events.
- Restrictions in participation in Silba.

- Recommending that the person should be expelled from the organization by the main board in accordance with article 7 in the articles of association.
 - The conduct committee will present the information about the case, along with an explanation for why they think this person should be expelled. Afterwards the main board will decide as to whether the person in question should be expelled. As far as it is possible the conduct committee should keep the identity of the person in question anonymous.

Sanctions due to breaches of the code of conduct have retroactive effect, with basis in the old EOM code of conduct as evidence of precedent.

Cases of a personal nature

At Silba events it is the organizers responsibility that the code of conduct is kept, and that immediate action is taken in case of breaches.

Cases of a personal nature are handled in the conduct committee. Should anyone, have experienced behavior which makes them feel unsafe in the context of a Silba event, they can always contact their local board, the main board, the conduct committee or a safety-responsible, and expect their case to be taken seriously and that it is handled according to their wishes, which includes anonymity.

If a person from the main board is involved in the case, then he/she is incapable, and will therefore be forced to recuse themselves from the mainboard's handling of said case.

Appendix 4: Proposed Position Paper

1. Democratic freedom rights.

In Silba we believe in the democratic freedom rights; freedom of speech, freedom of religion, political independence, freedom of association and freedom of assembly. - These rights are inspired by the European Convention on Human Rights - In a world in which democracy is threatened in many places, we find it crucial to protect and defend these as fundamental rights. Even though we firmly believe that these rights are inviolable, they come with individual responsibility for what one says or does.

2. Suffrage.

In Silba we believe that young people should have influence on the political decisions that shape their future. We are the ones who will live with the consequences of today's policies. Therefore we believe that the Danish suffrage should be lowered to 16 years of age. Where democracy is decreasing in other places in the world, we want to expand it. We believe that we make the best democratic citizens and democratic habits by allowing young people to have the responsibility and possibility of voting at a young age - to increase hope and prevent powerlessness among the younger generation.

3. Online debate culture

Today we unfortunately see a harsh and hateful debate culture in many cases online. As a promoter of good dialogue, cultivating a positive online culture is paramount to our mission. We believe that fostering a culture of respectful dialogue and active participation is essential for a healthy digital society. Our commitment to promoting good online culture centers on creating spaces where individuals engage in constructive conversations, exchange diverse viewpoints, and have their voices heard. A good and constructive online dialogue also creates a space for accountability and transparency, both essential aspects of democratic principles. We aim to empower citizens to become informed participants in democratic debate. We firmly believe that in nurturing these values, we contribute to the development of a digital landscape that strengthens democracy and encourages civic engagement. We believe that social media can be a great channel for increased democratic dialogue if we learn how to use it respectfully.

4. International solidarity and understanding

We are committed to promoting international solidarity and fostering a global environment where cooperation and mutual understanding thrive. Solidarity to us is between those who enjoy the rights and freedoms described in point 1 and those who are deprived of them in some way, shape or form. We firmly believe that in a world interconnected like ours, it is crucial to bridge cultural, social, and ideological divides. Our mission centers on creating opportunities for individuals from diverse backgrounds to come together, share their experiences and build connections. We are dedicated to facilitating dialogue, education, and collaboration to transcend mental and physical boundaries. By working towards international solidarity and a deeper understanding of one another, we aim to contribute to a world where collective efforts lead to solutions for global challenges.

5. The value of work with and by youth.

We believe in the power of youth. Therefore youth should be involved more in all aspects of decision making and projects - especially in those that directly affect youth. Young people are creative, responsible and experts in their own lives. Whenever young people work together, we make great results. Therefore we encourage the use of the “youth-to-youth” approach in projects. We do not only need policies and projects for youth - we also need policies and projects created with and by youth.

Appendix 5: Articles of Association

Articles of Association can be found:

https://www.silbadk.com/files/ugd/3ee0ab_e8ff700bc3f04315903714fafb6c85ac.pdf

Appendix 6: Individual yearly member fee

Proposed amount:

75 DKK pr. member